



INDIANA NATIONAL GUARD – HUMAN RESOURCES OFFICE (NGIN-PEH-A)
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On Board Only
ARMY NATIONAL GUARD ACTIVE GUARD RESERVE (AGR)
VACANCY ANNOUNCEMENT
Informal

OPENING DATE: 05 December 2014 **CLOSING DATE:** 15 December 2014 **RANK/GRADE:** SSG/E-6
POSITION TITLE: Instructor **MOS/AOC/BANCH:** 11B38
DUTY LOCATION: 1st BN, 138th Regiment CAJMTC, Edinburgh, IN 46124
SELECTING OFFICIAL: CSM James Forbes, 812-526-1364
VICE: SSG Mooney

WHO MAY APPLY: ENLISTED (SSG/E-6). For On Board Only Announcements, eligibility is limited to personnel currently in the Indiana Army National Guard who are serving Active Guard/Reserve (AGR) tours. **Members with rank higher than position identified are eligible to apply, but will be required to take a reduction should they be selected.** Position is closed to female Soldiers.

MILITARY COMPATIBILITY

Upon selection, individual must be or become MOS/AOC qualified within twelve (12) months of appointment, with the exception of deployed Soldiers who will have an additional 12 months. Individual must also maintain satisfactory membership in the IN ARNG to include adherence to APFT and the height/weight standards.

DUTIES AND RESPONSIBILITIES: Must have a demonstrated ability to be an instructor and have no speech impediments. Must have completed or be able to attend and graduate the Army Basic Instructor Course within 6 months of acceptance of position. Have no personal habits or character traits that are questionable from a security standpoint, such as financial irresponsibility, unusual foreign holdings or interest, heavy drinking, drug abuse, gambling, emotional instability, and so forth. In regards to alcohol and drug abuse, this restriction does not apply to Soldiers declared rehabilitation successes under the Army Substance Abuse Program (ASAP). Must be a graduate of a Combat Arms ALC or equivalent.

HOW TO APPLY

All applicants must submit a complete application packet to be considered for an AGR position. Applicants must forward the forms listed below to arrive in the Human Resource Office no later than 1600 est. hours on the Closing Date indicated above. E-mail applications to: ng.in.inarng.mbx.j1hr-agr-army@mail.mil subject line must read (AGR application Informal last name). **Combine all documents into 1 or 2 attached files. Hard copy applications such as faxed applications, hand carried applications, and mailed applications will no longer be accepted.** If possible, please scan packet in as a .tif file and efax. If the application packet is too large to be sent in one email, break the packet into two separate attachments and send it in two separate emails. If sending multiple emails, subject line must end in 1 of 2, 2 of 2 (example- AGR application Informal Smith, 1 of 2). For questions, please email: ng.in.inarng.mbx.j1hr-agr-army@mail.mil. **HRO will not review the application for completion or accuracy before the closing date. The applicant is responsible to ensure the application is complete and all required documents are correct and included.** If the application is incomplete, HRO will notify the applicant, and the applicant will have 24 hours to furnish the missing documentation. After that period has lapsed and documentation has not been completed, a letter will be sent to the individual indicating the reason for disqualification.

REQUIRED DOCUMENTS:

Encl: **NGIN Form 112 INARNG Requirements for On Board AGR Applications**
Example forms are located in a Zip file within the Job Announcement